



The Office of Secretary of State

Karen C. Handel
SECRETARY OF STATE

Randall D. Vaughn
DIRECTOR
PROFESSIONAL LICENSING BOARDS

June 16, 2008

Dear County Officials:

Please let this letter and the enclosed notice serve as a final reminder about the licensure requirement for certain Residential and General Contractors in Georgia. Legislation signed into law in 2004 requires building contractors to obtain licensure from the Georgia State Board for General and Residential Contractors (the "Board") effective July 1, 2008.

Please review the attached informational flier for contractors covering licensure information, including where to obtain application and examination information. Please post the flier in a conspicuous place in your office and in any other county or municipal buildings for public access.

The following contractors are required to be licensed in Georgia:

- Residential-Basic Contractor (Those who perform contract work relative to detached one-family and two-family residences and one-family townhouses not over three stories in height.)
- Residential-Light Commercial Contractor (Those who perform contract work or activity related to multifamily and multiuse light commercial buildings and structures.)
- General Contractor (Those who perform unlimited contractor services in commercial construction, including private, public, institutional and industrial contracting.)
- General Contractor Limited Tier (Those who perform contractor services in commercial construction, including private, public, and institutional and industrial contracting. These contractors have an established limit on contracts up to \$500,000.00.)

We have conducted an extensive outreach effort to make contractors, industry-related trade associations and county officials aware of the new licensing requirements and the relevant deadlines to obtain licensure. However, the Board is concerned that there are individuals engaging in contracting activities who have not yet applied for licensure. With the July 1 license deadline rapidly approaching, please continue to help us reach those contractors who may be unaware of the requirement for licensure.

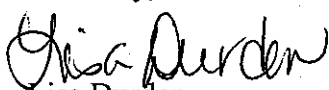
County officials can verify a contractor's license status on the Secretary of State's website at <http://sos.georgia.gov/plb/contractors/>. Beginning July 1, residential and general contractors must be licensed before they can obtain building permits unless the scope of their work falls under specialty contractor services that are exempt from licensure under the law.

Also, at the June 4, 2008 meeting, the Board approved an Authorized Permit Agent Form. Attached please find a copy of this form. This form is to be used by any licensed residential or general contractor who wishes to authorize an individual to act on his or her behalf as it pertains to pulling permits. The form should be presented to local permitting offices that contractors use. The Board does not need a copy of the completed form. This form may also be found on our website at www.sos.ga.gov/plb/contractors.

For more information about the new licensing requirement, including state law, Board rules and forms, please visit the board's website.

Thank you for your assistance with our outreach efforts.

Sincerely,



Lisa Durden

Executive Director

Georgia State Licensing Board for Residential and General Contractors

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